



Public Safety/Emergency Management (PSEM)  
Meeting Minutes  
February 6th, 2025  
5:00-5:50pm

Council Members: Buxton, Steinmetz, Grace Matsui

PD: Chief Ted Boe

Council Member: Matt Mahoney

Council Member: Gene Achziger

Assistant City Attorney: Matt Hutchins

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1. Call to Order, Chair Mayor Buxton  
Call to order 5:01

2. Approval of October Meeting Minutes  
Moved by Deputy Mayor Steinmetz  
Vice Chair Grace Matsui second  
Aye – all in favor

3. 2024 Code Enforcement Update  
Chief Boe presenting on behalf of CSO Kory Batterman who is out on medical leave due to hip replacement.

SCO Batterman presented an introductory slide with details about who he is outside of being the DMPD CSO.

Code Enforcement role & responsibilities are to work with multiple city departments to enforce health, safety, and community standards. Focuses on property maintenance, building safety, land use, and nuisance issues.

Key areas of enforcement include unlicensed businesses, illegal dumping, graffiti, junk vehicles, unpermitted construction, unsafe structures, noise complaints, nuisance properties, squatters, landlord-tenant disputes, animal complaints, overgrown vegetation, civil disputes

Chief Boe explains the “broken window” theory which suggests that visible signs of disorder—like graffiti, abandoned vehicles, and unkempt properties—invite crime and further neglect. In code enforcement, addressing these small issues early helps prevent larger problems, improve community safety, and maintains a well-kept environment.

CSO Batterman’s long term philosophy is to build relationships with people with mutual respect and find resources and means to fix an issue before having to take legal action. He wants to explain the code and get resources to help resolve the problem. So next time it’s a phone call to help to work with DMPD.

2024 Priorities included, life safety issues, Pac Hwy emphasis, building inspector support, and day to day code complaints. CSO Batterman does intake 20 complaints a week. Most of his work is incoming complaints. He had 717 complaints on his desk, the average case load is 200, it’s an astronomical workload. We are feeling it now while he is out. We are having to deal with triage. He has 193 open cases right now.

Other things he does – stop work orders, dump vouchers, infractions,

Challenges depend on the complexity of cases. Sometimes finding the owner requires him to work with legal and planning to deal with a property. Additionally, some do not have the means and that cannot be solved with a ticket. If we had a perfect world, we would have 5 CSOs, but right now, we have to be reactive. He also has other duties as assigned, currently with secondary duty as animal control. He is reviewing a case they plan to close to make sure there are no other criminal charges that need to be filed.

Deputy Mayor Steinmetz asks who is he (CSO) reviewing?

Chief Boe – He reviews closing cases coming from Burien CARES

Deputy Mayor Steinmetz: This would be bites?

Chief Boe – Yes, if it is a criminal case.

Always remember the ability to report on “reports” – code enforcement goes to his inbox; you can upload pictures and is convenience.

Vice Chair Grace Matsui asks what other agencies can better assist the CSO position?

Chief Boe explains that it is a broader discussion, that includes commercial, schools, and city departments, overall, it's a partnership component. We often also use Monica in her behavior mental component which is wholistic.

Deputy Mayor Steinmetz asks how does the ADA issues play out, as it is clear that the position is under heavy workload What training does he have?

Chief Boe stated that he is not able to answer on specific training that is completed, and is not an expert with ADA, however a complaint would come to the PD, however that would usually include litigation with the city.

Deputy Mayor Steinmetz asked if in that situation would he (Batterman) be the person to write the report and do the investigation.

Chief Boe stated only if there is a violation of a code.

#### 4. 2025 PSEM Workplan

Chief Boe shares the proposal 2025 PSEM Workplan and asks for feedback.

Deputy Mayor Steinmetz asks for crime statistics to be quarterly to show 2024 vs 2025 trends, and where the PD's vacancies are.

Chief Boe states that quarterly crime stats are a body of work done by the Crime Analyst which is a position that was cut from the budget. He can provide robust status, but it will raw data.

Deputy Mayor Steinmetz agrees that raw data is better than nothing.

Chief Boe shares on paper we only down once vacancy, however 4 are on field training, 1 is on military leave, 2 on disability, so the PD is down 8. We have interviewed but we have chosen not to bring on. We are looking for the right person. Right now, it is looking that it will be entry level, and it will be a year delay before that officer is in the mix.

Deputy Mayor Steinmetz asks what the PD needs from the PSEM committee to help deal with vacancies. He recognizes that the PD is missing the personnel hours.

Chief Boe shares that he remains positive but is aware that we run on a very thin margin. If we have all 35, we can keep a head above water, but the resources are thin. He shares that additional staffing to meet the service needs could include "hire ahead" positions, but it's a financial commitment.

Deputy Mayor Steinmetz, Vice Chair Grace Matsui, and Chief Boe discuss briefly of the ability to forecast officers who are nondeployable. However, it is decided that the option is not beneficial because vacation, sick leave, and medical leave are not always predictable.

Chair Mayor Buxton asks for added briefings to the work plan to include animal control update, road cameras revenue update, new camera location update, touch base in September for any legislative asks, community outreach programs, coffee with cops, national night out.

Vice Chair Grace Matsui suggests including the fire department in a meeting to discuss their NFP standards, so we know if we are hitting growth targets.

Chief Boe ensures he will look into their requests.

Move to adjourn by Deputy Mayor Steinmetz

Second by Vice Chair Grace Matsui

Adjourn 5:37